

# COUNSELOR IN TRAINING

## APPLICANT INFORMATION SUMMER 2018

### **PROGRAM OVERVIEW**

The purpose of the Counselor in Training program is to give selected teens the information, training and experiences to prepare them for positions as Junior Counselors and counselors in various youth-serving organizations. Teambuilding, role playing and hands-on application will highlight a week of fun and personal growth. A high level of maturity is a must for participants. Successful applicants will be required to complete a week of training followed by an opportunity to volunteer for one week (40 hours) with one of the City of Raleigh Parks, Recreation and Cultural Resources Department's summer camps.

### **ELIGIBILITY**

- Open to applicants between the ages of 14 and 16 years old as of June 11, 2018
- A maximum of 24 participants will be selected
- Participants must pass a City of Raleigh background check
- Participants must volunteer 40 hours at a City of Raleigh summer camp

### **APPLICATION PROCESS**

Applications will be accepted from February 1, 2018-February 28, 2018. Complete all sections of the application. No late or incomplete applications will be considered. Applicants who are 16 years old and older must complete a City of Raleigh background check and will receive additional information on that process if selected.

Applications can be found at the following link:

Submit completed application to:

#### **BY MAIL:**

CITY OF RALEIGH PRCR

ATTN: CHIFFONDA HOLLOWAY

2401 WADE AVENUE

RALEIGH NC 27607

**\*MUST BE POSTMARKED BY FEBRUARY 28, 2018\***

#### **BY EMAIL OR FAX:**

[chiffonda.holloway@raleighnc.gov](mailto:chiffonda.holloway@raleighnc.gov)

919-831-6470 (fax)

### **SELECTION PROCESS**

Applications will be reviewed and selected applicants will be granted an interview. Selections will be made and participants will be notified of acceptance by March 31, 2018. You will be notified by email so please provide a valid email address for both parent and participant.

### **PROGRAM FEES**

Upon selection and notification the cost to participate in the Counselor In Training Program is \$175.00 for City of Raleigh residents and \$190.00 for non-residents. This fee will be due within 5 days of selection notification.

### **PROGRAM SCHEDULE & LOCATION**

June 11-15, 2018

Lions Park Community Center

516 Dennis Avenue

Raleigh NC 27604

### **PROGRAM DETAILS**

Selected applicants must be available to volunteer 40 hours during one of the following weeks listed below:

- June 18-22
- June 25-29
- July 2-6
- July 9-13
- July 16-20
- July 23-27
- August 6-10
- August 13-17
- August 20-24



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### PERSONAL INFORMATION

<b>Full Name:</b>	<b>First</b>	<b>Middle</b>	<b>Last</b>
<b><u>Home Address:</u></b>			
<b><u>City, State, Zip:</u></b>			
<b><u>Home Phone:</u></b>		<b><u>Cell Phone:</u></b>	
<b><u>Current Age:</u></b>		<b><u>Date of Birth:</u></b>	
<b><u>Email Address:</u></b>			
<b><u>Name(s) of Parent(s)/Guardian(s):</u></b>			
<b><u>Address(es) of Parent(s)/Guardian(s):</u></b>			
<b>Parent(s)/Guardian(s) Phone Number(s):</b>			
<b><u>Home</u></b>	<b><u>Work</u></b>	<b><u>Cell</u></b>	
<b>Parent(s)/Guardian(s) Email Address(es):</b>			
1)			
2)			

### EDUCATION

<b>Name of School (Current):</b>	<b>Expected Year of Graduation:</b>

### WORK/VOLUNTEER/EXTRA CURRICULAR ACTIVITIES AND EXPERIENCE

List your previous work, volunteer, and/or extra-curricular experience. Start with the most recent.

Employer/Organization Name	Position/Role	Dates of Employment/Activity/Month/Year	Contact Info, Supervisor Address and Phone

### SHORT ANSWER QUESTIONS

Answer each of the questions below.

Please be thorough with your responses. You may attach additional pages if necessary.

**Tell us why you would like to be a Counselor-In-Training?**

**What are your strengths and challenges?**

**Strengths (at least 2)**

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**Challenges (at least 2)**

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**Describe a time when you have served as a leader.**

**Describe a time when you have had to work with a team.**

### PARTICIPANT AGREEMENT

I attest that all information provided is correct. I understand that the Counselor In Training program requires me to attend one week of training on June 11-15, 2018 and to volunteer at a City of Raleigh summer camp for 1 week (40 hours). If I am selected as a Counselor In Training I agree to meet all program and attendance requirements.

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

### PARENTAL PERMISSION

By applying to the Counselor in Training program, your child is making a commitment to take part in a service-learning program. This form is to verify that you understand that the Counselor in Training program requires your child to attend one week of training on June 11-15, 2018 and to volunteer at a City of Raleigh summer camp for 1 week (40 hours). If your child is selected as a Counselor in Training you agree to assure that he/she meets all program and attendance requirements.

All applications are reviewed in confidence and applicants will be notified in writing of the selection decision.

**I have read and understand the Counselor In Training program requirements, including the attendance requirements as stated above. My son/daughter has my support and permission to participate in the 2018 Counselor In Training program.**

\_\_\_\_\_  
*Signature of Parent/Guardian*

\_\_\_\_\_  
*Date*

